

INFORMATION PAPER

SUBJECT: Central Vehicle Wash Facility (CVWF) Operation

1. PURPOSE: To provide guidance to Military Components on the installation CVWF, building P-21510, Fort Drum, NY.

2. INFORMATION:

a. The CVWF facility is open Monday through Friday, 0830 - 1700, from 15 April through 14 November and Monday through Friday, 0900 - 1600, from 15 November through 14 April.

b. Operator does not necessarily spend the entire day at the Facility.

c. 24-hour notice is required by calling your S-3. A 72-hour notice is required for special hours (i.e., Saturday, Sunday, etc.). **Scheduled vehicles have priority over unscheduled vehicles.**

d. Without prior notification, use unscheduled lanes ONLY. A limit of five unscheduled vehicles per day per unit (trailers are counted as a separate vehicle).

e. Large numbers of vehicles or equipment (company size units) either coming in from the field or coming from on post must be scheduled through Range Scheduling, ext. 2-5275/5673.

f. **Winter operation will be by appointment only** through Range Scheduling, ext. 2-5275/ 5673. There will be no unscheduled vehicles during winter hours. Operator will be available during wash. Operator will stand-by for one half-hour from start of appointment. If no vehicles arrive, CVWF will be closed until next appointment.

g. USE OF SOLVENTS, SOAPS OR DETERGENTS IS STRICTLY PROHIBITED.

h. SPRAYING UNDERCARRIAGES AND ENGINES IS PROHIBITED EXCEPT AT MOTOR POOL WASHRACK BAYS EQUIPPED WITH A STEAM CLEANER.

3. PROCEDURES: CPL or above in charge is required to:

- a. Report to CVWF personnel (if available).
- b. Inspect/signs for lanes being utilized.
- c. Clean area and reports to CVWF personnel for release.
- d. Individual who signs for lanes must remain on site until entire requesting unit has completed operations.
- e. Takes all trash upon departure.

4. CONCLUSION: Active planning and coordination are essential steps to ensure washings take place in a timely manner without long waiting lines or overtime. For further information contact 772-7793 or the Plumbing Work Center @ 772-5589.

CENTRAL VEHICLE WASH FACILITY

HOURS OF OPERATION

SUMMER (15 April - 14 November) Monday - Friday 0830 - 1700

WINTER (15 November - 14 April) Monday - Friday 0900 - 1600

WINTER OPERATIONS ARE BY APPOINTMENT ONLY

Scheduled and Unscheduled Requirements

SCHEDULED:

- A 24 hour notice is required by calling your S-3.
- A 72 hour notice is required for special hours (i.e., Saturday, Sunday, etc.)
- Use is scheduled through RBC-Range Scheduling, ext. 2-5275/5673.

UNSCHEDULED:

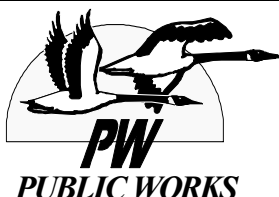
- Without prior notification, use unscheduled lanes ONLY.
- A limit of five unscheduled vehicles per day per unit.
(One HMMWV with trailer is considered two pieces, etc.)
- When CVWF is secure, during winter hours, contact the Plumbing Work Center, 2-5589.

**** SCHEDULED VEHICLES HAVE PRIORITY OVER UNSCHEDULED VEHICLES ****

Standards

CPL or above in charge:

- * Reports to CVWF personnel.
- * Inspect/signs for lanes being utilized.
- * Clean area and reports to CVWF personnel for release.
- * Individual who signs for lanes must remain on site until entire requesting unit has completed operations.
- * Takes all trash upon departure.



*FOR FURTHER INFORMATION
CONTACT 772-7793*

